

QUALITY ASSURANCE REVIEW FOR PURCHASE REQUESTS

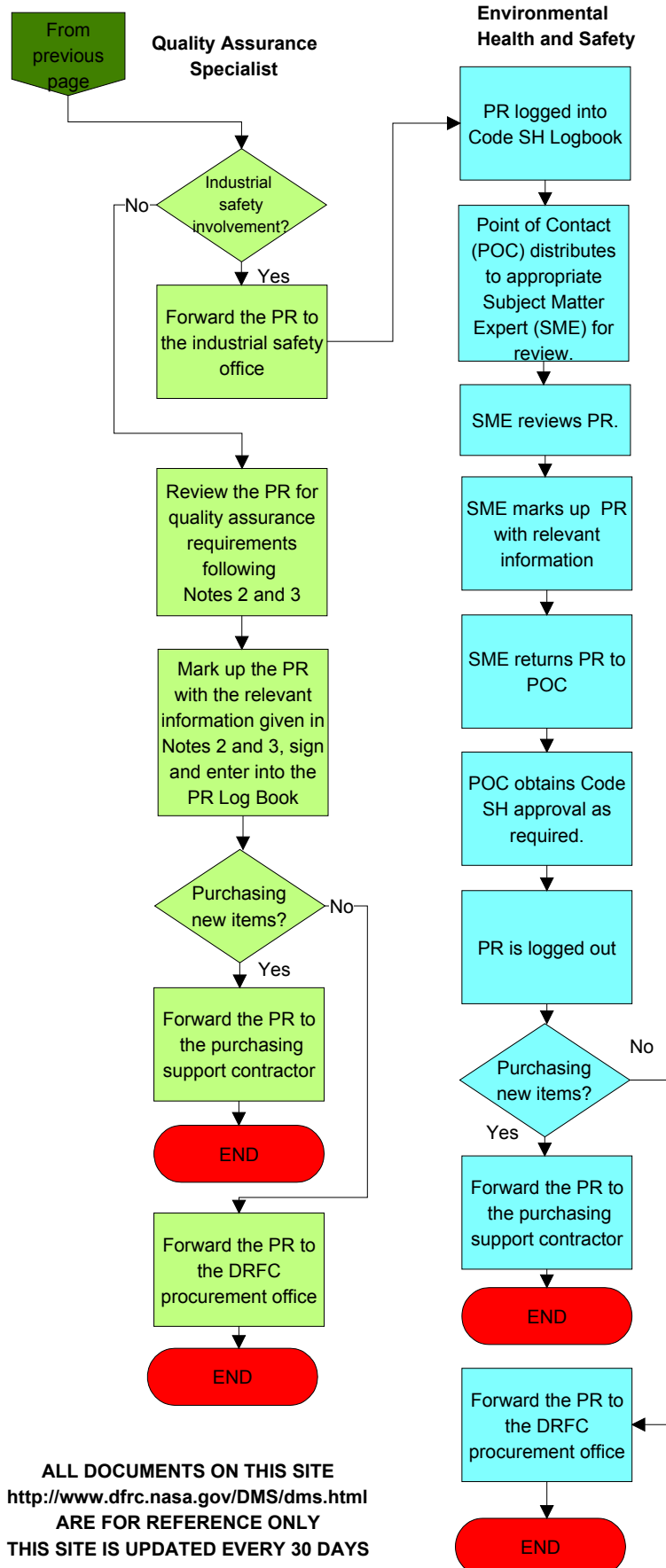
Dryden Flight Research Center
DCP-S-003
Revision: B

Objectives:

- to ensure all quality assurance requirements are included in purchasing data
- to ensure that all equipment and services supplied to DFRC are safe and reliable
- to seek quality assurance approval prior to releasing the purchase request to vendors

Electronically Approved by:
Associate Director

ALL DOCUMENTS ON THIS SITE
<http://www.dfrc.nasa.gov/DMS/dms.html>
ARE FOR REFERENCE ONLY
THIS SITE IS UPDATED EVERY 30 DAYS



Note 1**Items requiring quality assurance approval**

- Equipment repaired by an outside contractor
- Equipment repaired by an in-house contractor
- Chemicals and hazardous materials
- Paints
- Solvents
- Adhesives
- Inks
- Cleaners
- Compressed gases
- Electrolytes
- Film processing materials
- Metal angles
- Metal bars
- Metal beams
- Metal forgings and extrusion
- Metal sheets
- Metal spools
- Wire
- Transmitting equipment
- Explosive devices
- Breathing oxygen gas/liquid
- Crimpers
- Wire strippers
- Test equipment
- Power supplies
- Calibrated tools
- Controllers
- Gauges
- Torque devices
- Flight equipment
- Flight items (aircraft components)
- Flight related electronic hardware
- Hoses
- O-rings
- Seals
- Batteries
- Film
- Screws
- Bolts
- Rivets
- Fasteners
- Composite materials
- LOX compatible parts/cleaning/lubrication

Note 2**Send the following PRs to industrial safety:**

- Building related materials
- Chemicals
- Hazardous materials
- Tanks, fuels, or oil
- Respirators
- Internal combustion engines
- Pressure vessels
- Generators
- Ventilation equipment
- Personal protective equipment
- Fire alarm equipment
- Fire suppression equipment
- Lasers and laser equipment
- Radioactive material
- Radiofrequency transmitters & transmitting equipment
- Any item requiring MSDS
- Ergonomic equipment
- Portable buildings
- Large storage containers (ie. Connex, flammable cabinets)
- Equipment using chemicals (ie. solvent stills, bead blasting media equipment)
- Composite fibers
- Systems furniture

For the following items put MSDS required on PR

- Chemical and hazardous materials
- Compressed gas
- Electrolytes
- Any item containing a chemical
- Film processing material
- Explosive devices
- Batteries

For the following items put a Q10 on the PR:

- Equipment off-site for repair
- Aircraft parts
- Flight items
- Flight related electronic parts

For items being repaired in-house by an outside contractor:

- Check NAQA off on the PR
- Cross out NASHE indicating it is applicable to industrial safety
- Write in "Short-term in-house contractor safety requirements clause" required in the comments block

DCP-S-003
Revision: B

Note 2 (continued)

Explosive devices:

- Write in Q17 in the QA attachment block
- Notify the explosives safety officer

Breathing Oxygen Gas/Liquid:

- LOX Compatible parts/cleaning/lubrication
- Write in Q13 in the QA attachment block

For the following items a certificate of analysis is required along with identification and traceability markings and heat treatment if required:

- Metal angles
- Metal bars
- Metal beams
- Metal forgings and extrusions
- Metal sheets
- Metal spools

For continuous wire spools:

- Add "wire one continuous length"
- Add additional process requirements to meet project requirements

For transmitting equipment:

- Write in Q10 in the QA attachment block
- Call Frequency Control Manager for frequency clearance

Note 3

For calibrated equipment:

- Call the originator to determine criticality of measurement

Calibrated equipment used for critical measurement:

- Write in "route to calibration facility for functional test, calibration and add to recall list"

Calibrated equipment used for indication only:

- Inform the user to tag the equipment as "indication only"

For flight items and flight related electronic hardware:

- Consult with PR originator
- Ensure parts were selected from NASA Parts Selection List (<http://misspiggy.gsfc.nasa.gov>) or Electronic, Electrical, Electrical Mechanical Parts Information Management System (<http://epims.gsfs.nasa.gov>)
- Check the quality assurance requirements
- Write in Q9 and Q10 in the QA attachment block

For shelf life items:

- Check the QA requirements
- Write in Q6 in the QA attachment block

For fasteners:

- Check the QA Attachment required
- Write in Q18 in the QA attachment block

DOCUMENT HISTORY PAGE

This page is for informational purposes and does not need to be retained with the document.

DCP-S-003
Revision: B

<u>DATE APPROVED</u>	<u>ISSUE</u>	<u>PAGE</u>	<u>AMENDMENT DETAILS</u>
<u>1/08/99</u>	<u>Baseline</u>		
<u>10-19-99</u>	<u>Rev A</u>	<u>All</u>	<u>Changed signature block from "Approval" to "Electronically Approved by", added "Environmental Health & Safety" responsibilities on pages 1 & 2, and modified first two sections in Note 2.</u>
<u>See IDMS Document Master List</u>	<u>Rev B</u>	<u>All</u>	<u>Added blocks three four and five under quality assurance specialist regarding credit card purchases.</u>